Minutes of the <u>Regular Business Meeting</u> of the Board of Mayor and Aldermen of the City of Kingsport, Tennessee Tuesday, October 18, 2016, 7:00 PM Large Court Room – City Hall

PRESENT: Board of Mayor and Aldermen

Mayor John Clark, Presiding Vice Mayor Mike McIntire Alderman Darrell Duncan Alderman Colette George

Alderman Michele Mitchell Alderman Tommy Olterman Alderman Tom C. Parham

City Administration

Jeff Fleming, City Manager

J. Michael Billingsley, City Attorney

James Demming, City Recorder/Chief Financial Officer

- I. CALL TO ORDER: 7:00 p.m., by Mayor John Clark.
- II.A. PLEDGE OF ALLEGIANCE TO THE FLAG: Police Officers Gore and Hammonds.
- II.B. INVOCATION: Carl Strickler (retired minister who served Baptist churches).
- III. ROLL CALL: By City Recorder Demming. All Present.
- IV. RECOGNITIONS AND PRESENTATIONS.
 - 1. Nancy Fender Supervisor of the Year & ENP Certification (Alderman Parham).
 - 2. Christy Swiney, Cathy Matt & Ritchie Hite ENP Certification (Alderman Olterman).
 - 3. ONEKingsport Summit Advisory Commission Jane Henry.
 - 4. Public Relations Heather Cook.

V. APPROVAL OF MINUTES.

Motion/Second: Parham/McIntire, to approve minutes for the following meetings:

- A. October 3, 2016 Regular Work Session
- B. October 4, 2016 Regular Business Meeting

Approved: All present voting "aye."

VI. COMMUNITY INTEREST ITEMS.

A. PUBLIC HEARINGS. None.

PUBLIC COMMENT. Mayor Clark invited citizens in attendance to speak about any of the remaining agenda items. There being no one coming forward to speak, the Mayor closed the public comment segment.

B. BUSINESS MATTERS REQUIRING FIRST READING.

1. Appropriate the Best Buy Foundation Community Grant Funds for the Library (AF: 263-2016) (Morris Baker).

Motion/Second: McIntire/Mitchell, to pass:

AN ORDINANCE TO AMEND THE GENERAL FUND BUDGET BY APPROPRIATING GRANT FUNDS RECEIVED FROM THE BEST BUY FOUNDATION FOR THE LIBRARY FOR THE YEAR ENDING JUNE 30, 2017; AND TO FIX THE EFFECTIVE DATE OF THIS ORDINANCE

Passed on first reading: All present voting "aye."

2. Appropriate the Tennessee State Library and Archives Construction Grant Funds for the Library (AF: 258-2016) (Morris Baker).

Motion/Second: George/McIntire, to pass:

AN ORDINANCE TO AMEND THE GENERAL PROJECT FUND BUDGET BY APPROPRIATING GRANT FUNDS RECEIVED FROM THE STATE OF TENNESSEE FOR THE LIBRARY FOR THE YEAR ENDING JUNE 30, 2017; AND TO FIX THE EFFECTIVE DATE OF THIS ORDINANCE

Passed on first reading: All present voting "aye."

3. Appropriate \$20,800.00 from the Tennessee Department of Safety & Homeland Security/Tennessee Highway Safety Office (THSO) (AF: 275-2016) (David Quillin).

Motion/Second: Duncan/McIntire, to pass:

AN ORDINANCE TO AMEND THE GENERAL PROJECTS - SPECIAL REVENUE FUND BUDGET BY APPROPRIATING GRANT FUNDS RECEIVED FROM THE GOVERNOR'S HIGHWAY SAFETY GRANT FOR THE YEAR ENDING JUNE 30, 2017; AND TO FIX THE EFFECTIVE DATE OF THIS ORDINANCE

Passed on first reading: All present voting "aye."

4. Budget Ordinance to Transfer Funds to Wilcox Drive Sidewalk Phase 5 Improvements (AF: 276-2016) (Ryan McReynolds).

Motion/Second: McIntire/George, to pass:

AN ORDINANCE TO AMEND THE GENERAL PROJECT FUND BUDGET BY TRANSFERRING FUNDS TO THE ROAD DESIGN IMPROVEMENT PROJECT FOR THE YEAR ENDING JUNE 30, 2017; AND TO FIX THE EFFECTIVE DATE OF THIS ORDINANCE

Passed on first reading: All present voting "aye."

5. Amend the FY17 General Project Fund Budget (AF: 269-2016) (David Frye).

Motion/Second: McIntire/Duncan, to pass:

AN ORDINANCE TO AMEND THE GENERAL PROJECTS FUND BUDGETS FOR THE FISCAL YEAR ENDING JUNE 30, 2017; AND TO FIX THE EFFECTIVE DATE OF THIS ORDINANCE

Passed on first reading: All present voting "aye."

6. Enter into a Contractual Agreement, TDOT Project No. 825307-S3-019 with the Tennessee Department of Transportation for Reimbursement of Capital Expenses to Build Transit Center (AF: 265-2016) (Chris McCartt).

Motion/Second: George/McIntire, to pass:

AN ORDINANCE TO AMEND THE URBAN MASS TRANSIT FUND BUDGET BY APPROPRIATING GRANT FUNDS FROM THE TENNESSEE DEPARTMENT OF TRANSPORTATION TO THE TRANSIT CENTER PROJECT FOR THE YEAR ENDING JUNE 30, 2017; AND TO FIX THE EFFECTIVE DATE OF THIS ORDINANCE Passed on first reading: All present voting "aye."

Motion/Second: Mitchell/McIntire, to pass:

Resolution No. 2017-064, A RESOLUTION APPROVING AN AGREEMENT WITH THE TENNESSEE DEPARTMENT OF TRANSPORTATION FOR REIMBURSEMENT OF CAPITAL EXPENDITURES TO BUILD THE TRANSIT CENTER AND AUTHORIZING THE MAYOR TO EXECUTE THE AGREEMENT AND ALL OTHER DOCUMENTS NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE OF THE AGREEMENT

Passed: All present voting "aye."

C. BUSINESS MATTERS REQUIRING FINAL ADOPTION.

1. Accept Funds Received from Sullivan County to Assist with Purchasing a Fire Truck and Appropriate the Funds (AF: 251-2016) (Craig Dye).

Motion/Second: Duncan/George, to pass:

ORDINANCE NO. 6611, AN ORDINANCE TO AMEND THE FLEET FUND BUDGET BY APPROPRIATING DONATED FUNDS RECEIVED FROM SULLIVAN COUNTY TO ASSIST IN PURCHASING A FIRE TRUCK FOR THE YEAR ENDING JUNE 30, 2017; AND TO FIX THE EFFECTIVE DATE OF THIS ORDINANCE

<u>Passed on second reading in a roll call vote</u>: Clark, Duncan, George, McIntire, Mitchell, Olterman and Parham voting "aye."

2. Award Contract and Budget Ordinance to Transfer Funds for the Konnarock Road Water/Sewer Office Project (AF: 254-2016) (Ryan McReynolds, Chad Austin).

Motion/Second: McIntire/George, to pass:

ORDINANCE NO. 6612, AN ORDINANCE TO AMEND THE WATER, SEWER AND STORM WATER PROJECT FUND BUDGETS BY TRANSFERRING FUNDS FOR THE

FACILITIES IMPROVEMENTS PROJECTS FOR THE YEAR ENDING JUNE 30, 2017; AND TO FIX THE EFFECTIVE DATE OF THIS ORDINANCE

<u>Passed on second reading in a roll call vote</u>: Clark, Duncan, George, McIntire, Mitchell, Olterman and Parham voting "aye."

3. Appropriate \$22,193.00 from the USDOJ/Bureau of Justice Assistance Grant FY16 Local Solicitation (AF: 256-2016) (David Quillin)

Motion/Second: Parham/Duncan, to pass:

ORDINANCE NO. 6613, AN ORDINANCE TO AMEND THE JUSTICE ASSISTANCE GRANT FUND BUDGET BY APPROPRIATING GRANT FUNDS RECEIVED FROM THE USDOJ/BUREAU OF JUSTICE FOR THE YEAR ENDING JUNE 30, 2017; AND TO FIX THE EFFECTIVE DATE OF THIS ORDINANCE

<u>Passed on second reading in a roll call vote</u>: Clark, Duncan, George, McIntire, Mitchell, Olterman and Parham voting "aye."

4. Fund Stormwater Improvements on Belvedere Street with Unused CIP Funds (AF: 250-2016) (Ryan McReynolds)

Motion/Second: McIntire/Parham, to pass:

ORDINANCE NO. 6614, AN ORDINANCE TO AMEND THE STORM WATER PROJECT FUND BUDGETS BY TRANSFERRING FUNDS TO THE BELVEDERE DRAINAGE IMPROVEMENT PROJECT FOR THE YEAR ENDING JUNE 30, 2017; AND TO FIX THE EFFECTIVE DATE OF THIS ORDINANCE

<u>Passed on second reading in a roll call vote</u>: Clark, Duncan, George, McIntire, Mitchell, Olterman and Parham voting "aye."

5. Appropriate Funding for a Section 5339 (b) Grant Application (AF: 257-2016) (Chris McCartt)

<u>Motion/Second</u>: McIntire/George, to pass:

ORDINANCE NO. 6615, AN ORDINANCE TO AMEND THE URBAN MASS TRANSIT PROJECT FUND BUDGET FOR THE YEAR ENDING JUNE 30, 2017; AND TO FIX THE EFFECTIVE DATE OF THIS ORDINANCE

<u>Passed on second reading in a roll call vote</u>: Clark, Duncan, George, McIntire, Mitchell, Olterman and Parham voting "aye."

6. Appropriate Federal Funds for A&E Services for KATS Transit Center Project (AF: 168-2016) (Chris McCartt)

Motion/Second: Olterman/McIntire, to pass:

ORDINANCE NO. 6616, AN ORDINANCE TO AMEND THE URBAN MASS TRANSIT FUND BUDGET BY APPROPRIATING GRANT FUNDS TO THE TRANSIT CENTER PROJECT FOR THE YEAR ENDING JUNE 30, 2017; AND TO FIX THE EFFECTIVE DATE OF THIS ORDINANCE

<u>Passed on second reading in a roll call vote</u>: Clark, Duncan, George, McIntire, Mitchell, Olterman and Parham voting "aye."

D. OTHER BUSINESS.

1. Contract between Environmental Systems Research Institute and City of Kingsport for GIS Software (AF: 262-2016) (Jake White).

Motion/Second: Parham/Duncan, to pass:

Resolution No. 2017-065, A RESOLUTION APPROVING AN AGREEMENT WITH ENVIRONMENTAL SYSTEMS RESEARCH INSTITUTE FOR GIS SOFTWARE AND AUTHORIZING THE MAYOR TO EXECUTE THE AGREEMENT AND ALL OTHER DOCUMENTS NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE OF THE AGREEMENT

Passed: All present voting "aye."

2. Bid Award for the Purchase of Two (2) Agricultural Tractors with Mower Attachments (AF: 267-2016) (Chris McCartt, Ryan McReynolds, Steve Hightower)

Motion/Second: McIntire/Parham, to pass:

Resolution No. 2017-066, A RESOLUTION AWARDING THE BID FOR THE PURCHASE OF TWO AGRICULTURAL TRACTORS WITH MOWER ATTACHMENTS TO PREMIER EQUIPMENT, LLC AND AUTHORIZING THE CITY MANAGER TO EXECUTE A PURCHASE ORDER FOR THE SAME

Passed: All present voting "aye."

3. Bid Award for the Purchase of One (1) Fire Pumper Apparatus Refurbishment to Mid-South Emergency Equipment, Inc. (AF: 271-2016) (Craig Dye, Chris McCartt, Steve Hightower).

Motion/Second: Duncan/McIntire, to pass:

Resolution No. 2017-067, A RESOLUTION AWARDING THE BID FOR THE PURCHASE OF ONE FIRE PUMPER APPARATUS REFURBISHMENT TO MID-SOUTH EMERGENCY EQUIPMENT, INC. AND AUTHORIZING THE CITY MANAGER TO EXECUTE A PURCHASE ORDER FOR THE SAME Passed: All present voting "aye."

4. Enter into a Contractual Agreement, TDOT Project No. 825307-S3-002, with the Tennessee Department of Transportation for Reimbursement of Capital Expenses (AF: 264-2016) (Chris McCartt).

Motion/Second: Mitchell/Parham, to pass:

Resolution No. 2017-068, A RESOLUTION APPROVING AN AGREEMENT WITH THE TENNESSEE DEPARTMENT OF TRANSPORTATION FOR REIMBURSEMENT OF

CAPITAL EXPENSES AND AUTHORIZING THE MAYOR TO EXECUTE THE AGREEMENT AND ALL OTHER DOCUMENTS NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE OF THE AGREEMENT Passed: All present voting "ave."

5. Authorization to Purchase Furnishings for D-B Excel (AF: 277-2016) (David Frye, Shanna Hensley).

Motion/Second: McIntire/Duncan, to pass:

Resolution No. 2017-069, A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE A PURCHASE ORDER FOR FURNITURE FOR THE DB EXCEL PROGRAM TO WORKPLACE INTERIORS FOR THE KINGSPORT CITY SCHOOLS Passed: All present voting "aye."

6. Apply for and Receive a Grant for up to \$15,000 from the Office of Criminal Justice Programs of the State of Tennessee FY17 Local Law Enforcement Equipment Program (AF: 273-2016) (David Quillin).

Motion/Second: George/Olterman, to pass:

Resolution No. 2017-070, A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE ALL DOCUMENTS NECESSARY AND PROPER TO APPLY FOR AND RECEIVE A FISCAL YEAR 2017 LOCAL LAW ENFORCEMENT EQUIPMENT PROGRAM GRANT FROM THE OFFICE OF CRIMINAL JUSTICE PROGRAMS OF THE STATE OF TENNESSEE

Passed: All present voting "aye."

7. Authorize the City of Kingsport to Participate in the TML Risk Management Pool "Driver Safety" Matching Grant Program (AF: 260-2016) (Mike Billingsley).

Motion/Second: Duncan/Mitchell, to pass:

Resolution No. 2017-071, A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE ALL DOCUMENTS NECESSARY AND PROPER TO APPLY FOR AND RECEIVE A GRANT FROM THE TENNESSEE RISK MANAGEMENT POOL FOR THE PURCHASE OF SAFE DRIVING RELATED TRAINING AND MATERIALS <u>Passed</u>: All present voting "aye."

8. Amend Agreement with Cartegraph Systems, Inc. (AF: 274-2016) (Ryan McReynolds).

Motion/Second: McIntire/George, to pass:

Resolution No. 2017-072, A RESOLUTION APPROVING AN AMENDMENT ENTITLED "PURCHASE AGREEMENT" TO THE MASTER AGREEMENT WITH CARTEGRAPH SYSTEMS, INC.; AUTHORIZING THE MAYOR TO EXECUTE THE

AGREEMENT; AND ALL OTHER DOCUMENTS NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE OF THE AMENDMENT Passed: All present voting "aye."

9. Authorization to Purchase Equipment for School Nutrition (AF: 270-2016) (Jennifer Walker).

Motion/Second: Mitchell/Olterman, to pass:

Resolution No. 2017-073, A RESOLUTION AWARDING THE BID FOR FIFTEEN (15) FOOD SERVICE EQUIPMENT ITEMS FOR USE BY KINGSPORT SCHOOL NUTRITION PROGRAM TO KATOM RESTAURANT SUPPLY AND AUTHORIZING THE CITY MANAGER TO EXECUTE A PURCHASE ORDER FOR THE SAME Passed: All present voting "aye."

10. Approve List of Projects to be Continued Under the ONEKingsport Effort (AF: 268-2016) (Jane Henry, SAC Chair, Lynn Tully).

<u>Motion/Second</u>: McIntire/Parham, to pass:

APPROVE LIST OF PROJECTS TO BE CONTINUED UNDER THE ONEKINGSPORT

EFFORT

Passed: All present voting "aye."

- E. APPOINTMENTS/REAPPOINTMENTS. None.
- VII. CONSENT AGENDA. (These items are considered under one motion.)

Motion/Second: Parham/Duncan, to adopt:

1. Acquisition of Property for Colonial Heights Sanitary Sewer Pump Station (AF: 266-2016) (Ryan McReynolds).

Pass:

Resolution No. 2017-074, A RESOLUTION APPROVING AN OFFER FOR THE PURCHASE OF REAL PROPERTY FOR SANITARY SEWER PUMP STATION; AUTHORIZING THE MAYOR TO MAKE CERTAIN CHANGES TO THE AGREEMENT, IF NECESSARY; AND AUTHORIZING THE MAYOR TO EXECUTE AN AGREEMENT AND ALL OTHER DOCUMENTS NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE OF THIS RESOLUTION

Passed: All present voting "aye."

2. Execute a Signature Authority Form Allowing the Chief of Police or Designee to Complete Grant Reports (AF: 272-2016) (David Quillin).

Pass:

Resolution No. 2017-075, A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE A SIGNATURE AUTHORITY CONSENT FORM TO DESIGNATE THE

CHIEF OF POLICE OR ANOTHER INDIVIDUAL AS THE SIGNATORY AUTHORITY FOR ALL GRANT RELATED DOCUMENTS FOR THE 2016-2017 TENNESSEE HIGHWAY SAFETY GRANT

Passed: All present voting "aye."

VIII. COMMUNICATIONS.

- A. <u>CITY MANAGER</u>. Mr. Fleming gave details on the capital improvement projects and the process involved. He also recognized Lynn Tully for being appointed by Governor Haslam as a board member to the Tennessee Housing and Development Agency and also the 2017 Vice-President of the Tennessee American Planning Association. He also mentioned Chris McCartt's son and Ryan McReynolds' son for their participation in special school activities.
- B. MAYOR AND BOARD MEMBERS. Alderman Olterman commented on the city-wide employee appreciation lunch as well as a lunch for Public Works for so many days without an accident at work. Alderman George remarked on her trip to New Mexico which coincided with the balloon festival, pointing out that Wayne Fortney was there and was a great ambassador for the City. She stated he was interviewed and Festus made the front page of the newspaper. Vice-Mayor McIntire commended staff on their efforts to obtain grants that benefit the city. He congratulated Dobyns Bennett for being named a top high school by Newsweek. The vice-mayor noted Kingsport was named an agefriendly community by AARP. He stated Friends in Need and Miles of Smiles would be having fundraisers at Meadowview. Lastly, Mr. McIntire reminded everyone that early-voting starts tomorrow. Alderman Duncan stated his tie was signed by new members of the Chamber of Commerce and commented on a recent groundbreaking ceremony. He also commented on the DB band and their successful program this season. Alderman Mitchell highlighted upcoming events in the area including a PEAK explore downtown event, Romeo and Juliet by the State Theatre, and the Susan G. Komen Race for the Cure. Alderman Parham noted the importance of the vote on the ONEKingsport list, pointing out it's a step closer in implementing the people's vision. He also commented on a recent article in the paper, noting the leadership of the police chief over a recent event in the Riverview community. Mayor Clark commented on the city's efforts to improve operations to have a better quality of life for the citizens. He also commented on the presentation at the work session yesterday by the Kingsport Convention and Visitor's Bureau and the positive impact they have on the community.
- C. VISITORS. None.

IX. ADJOURN. Seeing no other business for consideration at this meeting, Mayor Clark adjourned the meeting at 8:35 p.m.

Deputy City Record

IOHN CLARK

May